

Present: Kaneena Vanstone, Brian diCenzo, Berni Fullerton, Gord Gauvin, Jason Warren, Jocelyn Brunet, Michelle Matte-Stotyn, Judy Renaud

Meeting called to order: 11:00 a.m EST

1. Ratifications:

- a) Coach 3 CF Reference manual
- b) BoD Conference Call Minutes – October, 26, 2023
- c) BoD In-Camera Conference Call Minutes – October, 26, 2023
- d) Sewing machine letter
- e) PIM 4D
- f) 2024 Team Selection
- g) Interim CNTC Chair – Joe Ablitt
- h) Committee Chair/member agreement
- i) PIM 4G

2. General FYI:

- a) Overview of financial transactions for the 2023/2024 season: (RPs, CoPs, Ratings, etc) by Michelle  
Graph of trend is available upon request. ([michelle@cspa.ca](mailto:michelle@cspa.ca))
  - o Registered Participant affiliations: Down this year, likely do due to bad weather and forest fires.
  - o Temporary affiliations: Major increase for the 2023 season.
  - o CoPs: Solo, A and B CoPs slightly decreased. C and D CoPs increased. Overall a decrease due to less affiliations and new RPs
  - o Ratings: At par with previous season.
- b) Indoor Skydiving update:
  - o Citizenship discussion/decision: Allowing a non-resident competitor to be able to compete and obtaining an FAI sporting license.  
BoD discussed and decided that a non-resident with a working Visa will not/cannot be issued a sporting license through CSPA/AeroClub.  
**TASK: MICHELLE TO DISCUSS FURTHER WITH INTERIM CHAIR, JOE ABLITT AND REPORT BACK TO BOD.**
  - o Canada hosted the Indoor Nationals in Whitby, ON and it was a great turn out.
  - o Future hosting is being discussed.
  - o Teams show interest to compete in China's indoor skydiving competition.
- c) Skydive Vancouver Island and NavCan update:  
Skydive Vancouver Island has been given notice by Nav Canada. They are awaiting a status update and will inform if CSPA needs to get involved.

3. 2024 Virtual AGM:

- a) AGM date: March 23, 2024
- b) Post-AGM date: March 24, 2024 (virtual with BoD & Chairs – Sunday after AGM)
- c) Record Date: To be advised.

4. Future BoD Meeting Dates:

- a) Mixed times & dates seem to work best.

**TASK: MICHELLE TO DRAFT UP SCHEDULE FOR BOD APPROVAL AND CONFIRMATION**

5. PIM 3 Changes:

- a) Section 3.16 (f) rewording: A proxy holder may be registered participant but not an employee of CSPA.

**Motion: To accept the wording change to PIM 3 section 3.16(f) as above.**

**Moved:(KV)**

**Seconded:(Bd)**

**Carried**

- b) AGM outside of Canada:

AGM location will remain in Canada due to the fact that CSPA would have to change our “articles” each year which requires a full membership vote at each AGM and would incur a cost.

TASK: Michelle to draft the proposal of these changes for the membership to be included in the AGM packages.

6. Discipline panel recommendations:

- a) **Motion: That the CSPA Board of Directors and the Executive Director immediately require all CSPA Officers, including, but not limited to, Committee Chairs, committee members, learning facilitators, rigging instructors and other CSPA volunteers to sign a declaration of Code of Conduct.**

**Moved: (KV)**

**Seconded: (BF)**

**Carried**

**1 Abstention**

- b) That all other CSPA coaches, instructors and all individuals in a position or influence agree to the Code of Conduct.

**TASK: MICHELLE TO DRAFT AGREEMENTS FOR BOD TO REVIEW AND APPROVE.**

Lunch break: 12:15 -12:45 p.m. EST

7. ACC grant ideas:

- a) World Skydiving Day (in conjunction with USPA, BS, APF)
- o Discussions about doing a World Skydiving Day: ie: Guinness Record
  - o Demo jumps?
  - o Send memo to dropzones if they have any ideas.

8. Digitization:

- a) Affiliation cards:

The new database is close to being able to print digital cards. What does the BoD want to do about the printing and mailing of cards? Continue as is or phase out the hard copies?

BoD discussed:

**TASK: MICELLE TO INVESTIGATE HOW MUCH IT WOULD COST TO INTEGRATE WITH MERRIT.**

**TASK: MICHELLE TO SEE HOW MUCH EXTERNAL PRINTING OF CARDS WOULD COST.**

**TASK: MICHELLE TO DRAFT A NOTICE TO THE MEMBERSHIP ABOUT NEXT STEPS**

9. TABLED

10. Committee Budgets:

- o Review of current budget requests that have been received.  
Approved as is but will be revised prior to AGM when remaining budget requests are received.

11. CSPA Budget: (BoD reviewed budget)

**Motion: To approve August/Sept. 2024 issue of CanPara as the the last paper copy to be printed.**

**Moved:(KV)**

**Seconded: (BF)**

**Carried**

Meeting adjourned: 3:35 p.m. EST